

SUMNER COUNTY COMMISSION

355 N. Belvedere Drive Gallatin, Tennessee 37066-5410

General Operations Committee:

David Klein, Chairman Chrissi S. Miller, Vice-Chairman Don Schmit Deborah Holmes Tim Jones Terry Moss J. Wes Wynne

Commissioners

Terry Moss- 1

Terry Wright- 2

Mark Harrison- 3

Dillon Lamberth- 4

Darrell Rogers- 5

David Klein- 6

Danny Sullivan- 7

Baker Ring- 8

Mary Genung- 9

Benjamin A. Harris- 10

Kevin Pomeroy-11

Deborah Holmes- 12

Terri Boyt- 13

Jamie Teachenor-14

J. Wes Wynne- 15

Jeremy Mansfield- 16

Robert B Brown III- 17

Don Schmit-18

Shannon Burgdorf- 19

Merrol Hyde- 20

Jerry F. Becker- 21

Matthew Shoaf- 22

Tim Jones- 23

Chrissi S. Miller- 24

AGENDA
GENERAL OPERATIONS COMMITTEE

7:00 p.m. March 6, 2023 David Klein, Chairman

- 1. Call to Order
- 2. Invocation
- 3. Approval of Agenda
- 4. Approval of the Minutes February 6, 2023
- 5. Report of the Chairman
- 6. Report of the County Mayor
- 7. Recognition of the Public
- 8. Old Business
- 9. New Business
 - a. Election Commission has requested an audience with this Committee to discuss relocation to the TRC (or other) building owned by the county.
 - b. Status (possibly final count) of HVAC units using R-22 freon still in use in county building. This would include service files on each to determine a priority list for change-out.
 - c. Archive Building repair status. An explanation of current status and progress on final scope.
 - d. Discuss moving the Maintenance Crew into the TRC (or another) building in the county.
 - e. An explanation and then discussion of using "Cooperative Master Agreements" and how they could be of value to Sumner County.

10. Adjournment

MINUTES GENERAL OPERATIONS COMMITTEE DAVID KLEIN, CHAIRMAN FEBRUARY 6, 2023

Present:

David Klein, Chairman Chrissi Miller, Vice-Chairman Deborah Holmes Tim Jones Terry Moss Don Schmit J. Wes Wynne Also Present:
Eric Sitler, Law Director
John Isbell, County Mayor
Merrol Hyde, Commission Chairman
Commissioners Mansfield and Shoaf
Kim Norfleet, Grants Administrator
Lori Atchley, Administrator of Elections

Chairman Klein brought the regular scheduled meeting of the General Operations Committee to order with an invocation by Comm. Hyde on Monday February 6, 2023, at 7:00 p.m. in the Sumner County Administration Building. Chairman Klein declared a quorum present to conduct business.

Agenda. Comm. Jones moved, seconded by Comm. Holmes, to approve the agenda. The motion carried unanimously.

Minutes of January 3, 2023. Upon motion of Comm. Schmit, seconded by Comm. Miller, the Committee voted unanimously to approve the minutes of January 3, 2023.

Report of Chairman. No report

<u>County Mayor</u>. County Mayor John Isbell gave update on maintenance list for the county buildings. He clarified that the list is not complete, did not receive all information from Comfort Air on HVAC units but meeting with them February 8, 2023 and will send out once complete.

- Phone system for County Administration Building and Sheriff's Office will be coordinated with the new justice center. No action has been taken.
- Parking lot for Sheriff's department. Mr. Isbell stated he asked Highway Superintendent Toby Ellis to access every parking lot that belongs to the County and put together a plan for the lots that need refurbishing/striping to be ready for budget.
- Jail internal pipe inspection bid is due February 16, 2023. The bid for the kitchen floor will be completed February 9, 2023 and will move forward with that project. Storage shed (30x50), Sheriff Chief Deputy Craddock secured a grant and will build money received from grant. The elevator project to be scoped with Captain Canner, Request for qualification for the architect will be completed February 7, 2023 and will start process.

- General Sessions replace mechanical double doors on the roof, working on bid.
- EMS Station 7 (Westmoreland) needs renovation, spoke to Budget Chairman Shoaf about the possibility of using ARPA funds to relocate.
- EMS Command Center roof Contract awarded and PO issued for approximately \$24,000.00. Two week lead time for repairs to be completed
- Hendersonville Health Department needs total renovation, pending decision if new building will be built.
- Voter Registration Process started in 2020, partially moved in, approximately \$190,000.00 to buildout. Need secured storage space for new voting machines.
- Maintenance possible move to new space, approximately \$75,000.00 to buildout
- Gallatin Library preparing to bid to replace carpet to come out of Gallatin Library budget
- Administration Building roof needs work, to include in capital projects for fiscal year 2024
- Lawn Care contract bids due February 16, 2023
- HVAC units Comfort Group gave report on year, model and condition of units, 37 units that use R22 that will need to be replaced, several units can be modified.

Mr. Isbell went on to ask the Committee to formalize the move of the maintenance department so the build out can begin. He also asked the Committee to formalize the move of the Elections Office so the build out will be complete before the new machines arrive. He went on to explain that the Recovery Court needs a new location because they will lose their space once the new justice center is complete.

Chairman Klein asked Mr. Isbell to request the service reports from Comfort Group for the HVAC units.

Recognition of the Public.

Ron Blanton, 103 William Shy Drive, Hendersonville, General Sessions Judge and Recovery Court, explained that recovery court is a way of alternative sentencing for people that would not necessarily be in the criminal justice system. The United States average recidivism rate is 76.6% while Tennessee has a 47.1% recidivism rate. Sumner County has received certification for the next four years with no deviations/write ups across the board. Recovery court has saved Sumner County \$8,000,000.00 in the last ten years. Mr. Blanton went on to explain they would like to have one location instead of the several locations they are currently working from. He is requesting for Recovery Court to be under one roof at the county owned property on Winchester Street in Gallatin. Recovery court is covered through stand alone grants and would cover the build out expense. Mr. Blanton also spoke to a request for the property adjacent from 117 East Winchester Street to renovate for housing for participants of Recovery Court.

Pat Collins, Election Commissioner, invited the Commissioners to visit the Elections office for an understanding of the operations.

Joanna Daniels, 152 N Shadowhaven Way, Hendersonville, questioned where the money would come from for the Gallatin Library carpet. She understood this to be a county capital project,

8. Old Business.

a. <u>City of Gallatin's Commitment to new courthouse parking garage and Smith Street improvements.</u>

Chairman Klein reported that Turner Construction is getting revised pricing, expects decrease in prices, hopes to break ground between March 1, 2023 and April 1, 2023. City of Gallatin did agree to original commitment.

b. Administration Building and Archive Building roofs.

Chairman Klein reported two active leaks at the Administration Building that will be addressed soon. As of now, no active leaks at the Archives Building.

Comm. Schmit moved, seconded by Comm. Jones, to remove items 8a and 8b from old business. The motion carried unanimously

9. New Business.

a Surplus various items Sumner County Highway Department (attached).

Comm. Wynne moved, seconded by Comm. Jones, to approve surplus items for Sumner County Highway Department. The motion carried unanimously.

b. Progress on EMS Building Roof.

County Mayor John Isbell stated the contract was awarded after the sealed bid process, PO issued, two week lead time, received one bid.

Comm. Jones moved, seconded by Comm. Miller, to discuss. The motion carried unanimously.

After discussion, Comm. Wynne moved, seconded by Comm. Moss, to approve progress on EMS Building Roof. The Committee approved (4-2-1). Comm. Miller abstained from the vote and Commissioners Klein and Schmit voted against.

Without objection, Commission Chairman Hyde moved item 9h and 9g forward on the agenda.

h. Approving transfer of Recovery Court of Sumner County to 117 East Winchester Street.

Commission Chairman Hyde asked the Committee to hold for a month.

Comm. Miller moved, seconded by Comm. Schmit, to defer item 9h to next month. The motion passed unanimously.

g. Approving transfer of Election Commission to 1019 Union School Road.

Comm. Jones moved, seconded by Comm. Wynne, to discuss. The motion carried unanimously.

County Mayor John Isbell explained the scope of the build out and stated he was operating under the assumption that the previous Commission had already approved the transfer and once realized it was not formalized, he requested the transfer be approved through General Operations.

Administrator of Elections Lori Atchley reported the machines will be delivered in March 2023. She explained that the process began in 2020 and began using the building located at 1019 Union School Road in Gallatin in 2021 and was told they would have use of the entire building by former County Mayor Anthony Holt. With the possibility of now sharing the facility with the maintenance department there will have to be a build out to create a separate secure room for the machines which has added approximately \$135,000.00 to the build out expense. Ms. Atchley stated they would be in violation if a secured area is not provided to store the machines when received.

After further discussion, Comm. Miller moved, seconded by Comm. Holmes, to defer item 9g to next month. The motion carried unanimously.

c. Sumner County Jail Roof.

Chairman Klein handed out the attached packet with a map of all the leaks and reported he had a roofing contractor give estimates for the different areas. The areas were broken into three sections with the costs estimates. The three areas are estimated at \$9,600.00, \$17,200.00, and \$15,400.00 using a sprayed on product called Neptune Wetsuit. Chairman Klein further explained the tower has a pretty significant leak and the contractor estimated a short-term fix under \$10,000.00. Replacement of the tower would be in the \$250,000.00 range and require an architect. Mr. Klein recommended having this contractor complete the first area for \$9,600.00 which would not require to go through the bid process.

Comm. Schmit moved, seconded by Comm. Miller, to discuss. The motion carried unanimously.

After discussion, Comm. Wynne moved, seconded by Comm. Miller, to send \$9,000.00 request to Budget Committee for repair of small area on jail roof. The motion carried unanimously.

d. ADA Transition Plan.

Jack Potter, architect with HFR Design reported that TDOT has a mandate that requires a transition plan in order to qualify for grants issued by TDOT. Mr. Potter went on to give a presentation of the findings that require updates to be ADA compliant. He stated they looked at sixty-seven locations and County engineering completed a review of trails and sidewalks within right of ways and are the biggest cost to fix. Estimates and future costs projections are included in the report. Need to start looking at priorities now. Signage needs to be updated and recommended implementing a plan with the maintenance department to make changes over a period of time. They also looked at playground areas and playground equipment, needs to be accessible and fall safe equipment. Self-help and design guides are included in the report. Architecture and general sites will cost approximately \$5,000,000.00 while sidewalks are estimated at \$200,000,000.00. He further explained this not to adopt any specific amount of money but adopting the plan to acknowledge problem areas.

Kim Norfleet, Grants Administrator stated there is a federal law that requires a self-evaluation ADA transition plan.

After further discussion, Comm. Wynne moved to approve the ADA Transition Plan. Motion died for lack of second.

Comm. Jones moved, seconded by Comm. Schmit, to table the ADA Transition Plan. The motion carried unanimously.

10. Adjournment. Upon motion of Comm. Miller and seconded by Comm. Holmes, the Committee adjourned at 9:00 p.m.

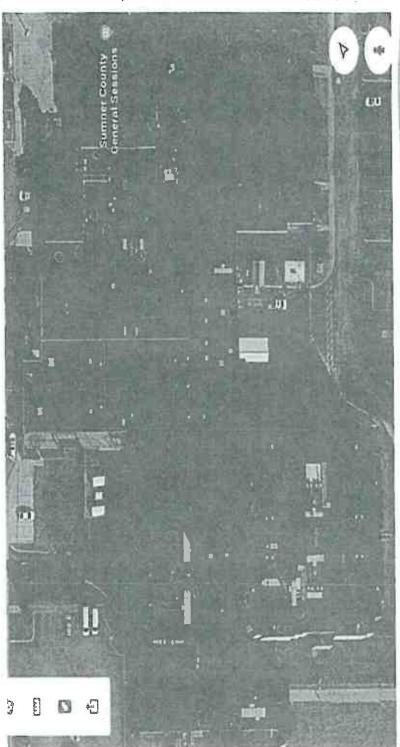
Prepared by Jennifer Mitchell



West SMITH STREET

SOUTH WATER AVENUE

MORTH



Sumner County Sheriff's Office

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VVEST DMITH STREET

NORTH

SOUTH WATER A

AVENUE



TLC Pro Roofing 1030 Isaac Franklin Drive, Gallatin, TN 37066 Phone: 615-426-3924 Sumner Co Jail Roof Repair ONE Quote 02/01/2023

Company Representative Les Williams Phone: (615) 426-3924 les Etteroroofing.com

David Klein Sumner County 131 West Smith Street Gallatin, TN 37066 (615) 504-4037

Neptune WetSuit 20 Year Roofing System Over Existing EPDM

We hereby submit the following roofing proposal based on our conversations and a job site visit for the installation of a Neptune Wetsuit - 2 Part Rubber Roofing System over a portion of the existing older EPDM roof on the Summer County Jail EPDM roof. See attached sketch for the "Repair ONE" roof area. Surface area including parapet walls and curbs is approximately 1,200 SF. The system will be installed per manufacturer's installation specifications which include:

- 1. Washing the entire roof area with Simple Green industrial cleaner/degresser and 3,500 PSI pressure washers.
- 2. Priming the entire roof WetSuit's Primemate water based primer.
- 3. Sealing around base of all panutrations with Wetsuits's Harseal 90 Hybrid scalant to create a cant at the base of the curbs penetrations and walls.
- 4. Sealing seems with one pass of the Wetsuit 2 Part system with embadded fabric as needed.
- 5. Spraying on one coat of Wetsuit 2 part roof membrane system at a coverage rate of 5.5 gallons per 100 SF.
- 8. All labor, materials, equipment, clean up, to complete the job.
- 7. 2 year labor and material warranty from TLC Pro Roofing. Work will be done exactly as we would do it to get the NDL (No Dollar Limit) Lebor and Material Warranty for 20 years but partial roof can not be give this warranty.

Qualifications and Exclusions:

- Owner will provide a water supply for TLC Pro Roofing i.LC to use to wash the roof surface Some small leaks may occur as we wash the roof.
 We will do our best to keep these to a minimum.
- 2. No removal or replacement of any virt insulation is included. We recommend a moisture survey to determine if there is any moisture under the existing roof surface and then installing one way vents to make sure the existing roof dries out. If insulation is damp and one way vents are needed, we will install them for \$150 each. If wet insulation needs removed and replaced with dry it will be an additional cost added to this proposal. We can base the extra cost if any on the thermal scan results before we execute a contract for the work.
- 3. The proposal is based on a successful adhesion test to make sure the system will bond to the existing roof surface.
- 4. No deciding or structural repair is included.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. All workers covured by workman's comp insurance. Owner to carry fire, tornado and other necessary insurance.

This proposal may be withdrawn if not accepted within 30 days.

Payment to be made as follows: 50% due when product is delivered. Balance due upon completion.

\$9,612.93

TOTAL \$9,612.98



TLC Pro Roofing 1030 Isaac Franklin Drive, Gallatin, TN 37066 Phone: 615-426-3924 Sumner Co Jail Roof Repair TWO Quote

Company Representative Les Williams Phone: (615) 426-3924 les@tioproroofing.com

David Klein Sumner County 131 West Smith Street Gallatin, TN 37066 (615) 504-4037

Neptune WetSuit 20 Year Roofing System Over Existing EPDM

We hereby submit the following roofing proposal based on our conversations and a job site visit for the installation of a Neptune Welsuit - 2 Pert Rubber Roofing System over a portion of the existing older EPDM roof on the Sumner County Jell EPDM roof. See attached sketch for the "Repair TWO" roof area. Surface area including parapet walks and curbs is approximately 2,400 SF. The system will be installed per manufacturer's installation specifications which include:

- 1. Washing the entire roof area with Simple Green industrial cleaner/degreaser and 3,500 PSI pressure washers.
- 2. Priming the entire roof WetSuit's Primemate water based primer.
- 3. Sealing around base of all penetrations with Wetsuits's Herseal 90 Hybrid sealant to create a cant at the base of the curbs penetrations and walls.
- 4. Sealing seams with one pass of the Wetsuit 2 Part system with embedded fabric as needed.
- 5. Spraying on one coat of Watsuit 2 part roof membrane system at a coverage rate of 5.5 gallons per 100 SF.
- 6. All lebor, materials, equipment, clean up, to complete the job.
- 7. 2 year labor and material warranty from TLC Pro Roofing. Work will be done exactly as we would do it to get the NDL (No Dollar Limit) Labor and Material Warranty for 20 years but partial roof can not be give this warranty.

Qualifications and Exclusions:

- Owner will provide a water supply for TLC Pro Roofing LLC to use to wash the roof surface Some small leaks may occur as we wash the roof.
 We will do our best to keep these to a minimum.
- 2. No removal or replacement of any wet insulation is included. We recommend a moisture survey to determine if there is any moisture under the existing roof surface and then installing one way vents to make sure the existing roof dries out. If insulation is damp and one way vents are needed, we will install them for \$150 each. If wet insulation needs removed and replaced with dry it will be an additional cost added to this proposal. We can buse the exim cost if any on the thermal scan results before we execute a contract for the work.
- The proposal is based on a successful adhesion test to make sure the system will bond to the existing roof surface.
- 4. No decking or structural repair is included.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. All workers covered by workman's comp insurance. Owner to carry fire, tornado and other necessary insurance.

This proposal may be withdrawn if not accepted within 30 days.

Payment to be made as follows: 50% due when product is delivered. Balance due upon completion.

\$17,262.96

TOTAL

\$17,262.96



TLC Pro Roofing 1030 Isaac Franklin Drive, Gallatin, TN 37066 Phone: 615-426-3924 Sumner Co Jail Roof Repair THREE Quote 02/01/2023

Company Representative Les Williams Phone: (615) 426-3924 les@ticproroofing.com

David Klein Sumner County 131 West Smith Street Gallatin, TN 37066 (615) 504-4037

Neptune WetSuit 20 Year Roofing System Over Existing EPDM

We hereby submit the following roofing proposal based on our conversations and a job site visit for the installation of a Neptune Wetsuit - 2 Part Rubber Roofing System over a portion of the existing older EPDM roof on the Summer County Jail EPDM roof. See attached sketch for the "Repair THREE" roof area. Surface area including parapet walls and curbs is approximately 2,200 SF. The system will be installed per manufacturer's installation specifications which include:

- 1. Washing the entire roof area with Simple Green industrial cleaner/degreeser and 3,500 PSI pressure washers.
- 2. Priming the entire roof WetSuit's Primemate water based primer.
- 3. Sealing around base of all penetrations with Wetsuits's Herseal 90 Hybrid sealant to create a cent at the base of the curbs penetrations and walls
- Sealing seams with one pass of the Wetsuit 2 Part system with embedded fabric as needed.
- 5. Spraying on one coat of Wetsuit 2 part roof membrane system at a coverage rate of 5.5 gallons per 100 SF.
- 8. All labor, materials, equipment, clean up, to complete the job.
- 7. 2 year labor and material warranty from TLC Pro Roofing. Work will be done exactly as we would do it to get the NDL (No Dollar Limit) Labor and Material Warranty for 20 years but partial roof can not be give this warranty.

Qualifications and Exclusions:

- Owner will provide a water supply for TLC Pro Roofing LLC to use to wash the roof surface Some small leaks may occur as we wash the roof.
 We will do our best to keep these to a minimum.
- 2. No removal or replacement of any wot insulation is included. We recommend a moisture survey to determine if there is any moisture under the existing roof surface and then installing one way vents to make sure the existing roof dries out. If insulation is damp and one way vents are needed, we will install them for \$150 each. If wet insulation needs removed and replaced with dry it will be an additional cost added to this proposet. We can bese the extra cost if any on the thermal scan results before we execute a contract for the work.
- 3. The proposal is based on a successful adhesion test to make sure the system will bond to the existing roof surface.
- 4. No decking or structural repair is included.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. All workers covered by workman's comp insurance. Owner to carry fire, tomado and other necessary insurance.

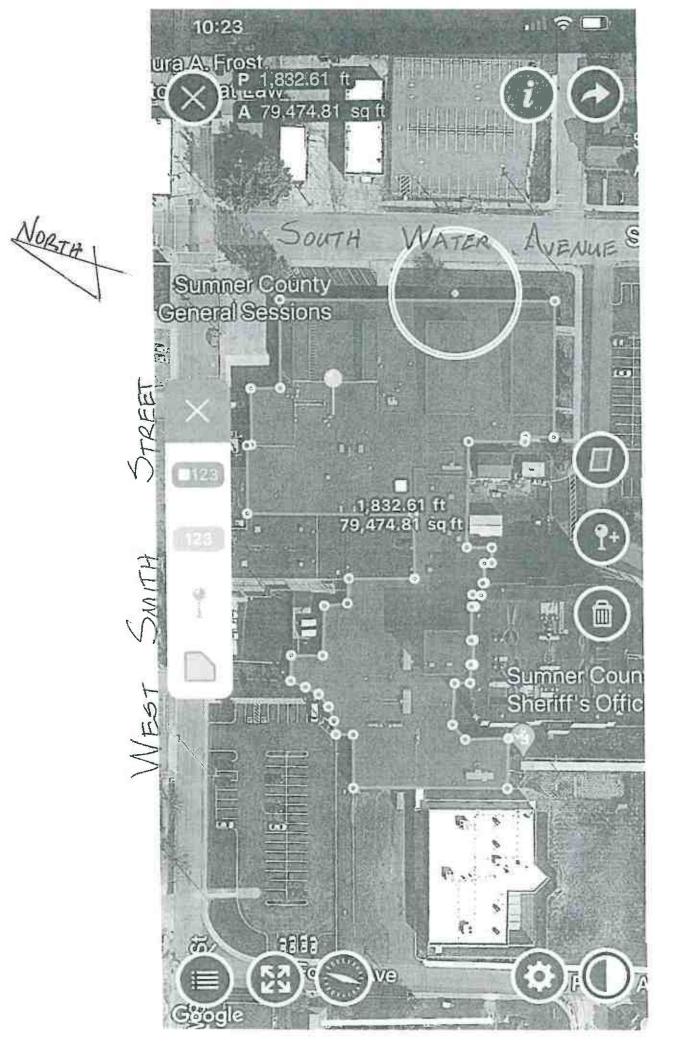
This proposal may be withdrawn if not accepted within 30 days.

Payment to be made as follows: 50% due when product is delivered. Balance due upon completion.

\$15,438.97

TOTAL

\$15,438,97





TLC Pro Roofing 1030 Isaac Franklin Drive; Gallatin, TN 37066 Phone: 615-426-3924 Sumner County Jail WETSUIT Roof Restoration Quote

Company Representative Les Williams Phone: (615) 426-3924 les@tloproroofing.com

David Klein Sumner County 131 West Smith Street Gallatin, TN 37066 (615) 504-4037

Neptune WetSuit 20 Year Roofing System Over Existing EPDM

We hereby submit the following profing proposal based on our conversations and a job sity visit for the installation of a Neuture Wetsuit - 2 Part Rubber Roofing System over the existing older and lower EPDM roofs on the Summer County Jail EPDM roof. See attached sketch for the roof areas included. Surface area including parapet walls and curbs is approximately 83,000 SF. The system will be installed per manufacturer's installation specifications which include.

- 1. Weahing the entire roof area with Simple Green industrial cleaner/degreaser and 3,500 PSI pressure weahers.
- 2. Priming the entire roof WetSuit's Primemate water based primer
- 3. Sealing around base of all penetrations with Wetauits's Houseal 50 Hybrid sealant to create a cant at the base of the curbs penetrations and walls.
- 4. Sealing seams with one pass of the Wetsuli 2 Part system with embedded fabric as needed.
- 5. Spraying on one coat of Wetsuit 2 part roof membrane system at a co-uning rate of 5.5 gallons per 100 SF.
- 6. All labor, materials, equipment, clean up, to complete the job.
- 7 NDL (No Dollar Limit) Labor and Material Warranty for 20 years according to the terms of Neptune's Labor and Material Warranty

Qualifications and Exclusions:

- 1. Owner will provide a water supply for TLC Pro Roofing LLC to use to wash the roof surface Some small leaks may occur as we wash the roof We will do our best to keep these to a minimum.
- 2. No removal or replacement of any wet insulation is included. We recommend a moisture survey to determine if there is any mousture under the existing roof surface and then installing one way vents to make sure the existing roof dries out. If insulation is damp and one way vents are needed, we will install them for \$150 each. If wet insulation needs removed and replaced with dry if will be an additional cost added to this proposal. We can base the extra cost if any on the thermal scan results before we execute a contract for the work.
- 3. The proposal is based on a successful adhesion test to make sure the system will bond to the existing roof surface.
- 4 No decking or structural repair is included
- 5 No work on the tower of the Jail is included.
- 6. No work on the recently redone roofs is included See picture for roof area included

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any afteration or deviation from the attracts specifications involving extra cost will be executed only upon written orders and will become an extra obstitute over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. All workers covered by workman's comp insurance.

This proposal may be withdrawn if not accepted within 30 days.

Payment to be made as follows: 50% due when product is delivered, Balance due upon completion

\$475,938.34

TOTAL \$475,938,34







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Americans with Disabilities Act (ADA) Transition Plan | February-2023





2010 ADA Standards U.S. DEPARTMENT OF JUSTICE

September 15, 2010

Department of Entitles Superment 15, 2010



Department of Transportation



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ADA TRANSITION PLAN UPDATE

ACCOMPLISHMENTS

OVERVIEW

Priorities

Next Steps



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Site and Facility Evaluations

ADA TRANSITION PLAN UPDATE

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- Programs Not Required Tacilities Determined not to have public CO COMPTY WITH
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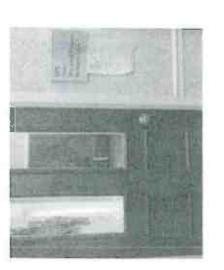
ADA TRANSITION PLAN UPDATE

Site and Facility Priorities



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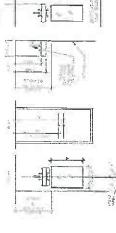






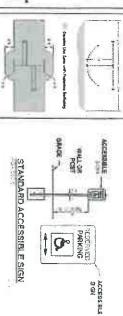






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ADA TRANSITION PLAN UPDATE

Self Help & Design Guidance

- TOTAL ON PROVINCE OF ASSESSED
- 00 00 00 00
- Accessible Parking
- Anness to Activities



ADA TRANSITION PLAN UPDATE

Procedures

- Approve the Americans with